

**Minutes of the Planning Commission Regular Meeting of Tuesday, December 6, 2016**  
**Planning Commission, Council Chambers, One Twin Pines Lane, Belmont, CA**

**CALL TO ORDER 7:00 P.M.**

**ROLL CALL**

Planning Commission members Present: McCune (Skyped in from San Diego), Mates, Simpson, Chamberlin, Majeski, Goldfarb

Planning Commission members Absent: MacDonald

Staff Present: Community Development Director de Melo, Associate Planner Gill, Administrative Assistant Turning

Boy Scout Troop 142 led attendees in the Pledge of Allegiance

**PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

No requests to speak were received from the public.

**CONSENT CALENDAR**

Draft Planning Commission Minutes of 11/1/16

**MOTION BY COMMISSIONER GOLDFARB SECONDED BY COMMISSIONER SIMPSON TO APPROVE THE CONSENT CALENDAR**

**MOTION PASSED 6/0/1**

**PUBLIC HEARING**

**10 BRIARWOOD WAY**

Chair Mates confirmed that no one on the Commission had ex-parte communications on this project, several commissioners had visited the site, no conclusions were made.

Associate Planner Gill summarized the staff report recommending approval of the project.

Staff and Applicant Costanzo responded to questions of the Commission.

No requests to speak on this item were received. Chair Mates closed the Public Hearing.

Commission discussion ensued.

The Commission suggested the applicant consider integrating the addition by using a cable roof.

**ACTION: ON A MOTION BY COMMISSIONER GOLDFARB SECONDED BY COMMISSIONER CHAMBERLIN APPROVING A CONDITIONAL USE PERMIT & SINGLE FAMILY DESIGN REVIEW TO AMEND AN APPROVED DETAILED DEVELOPMENT PLAN FOR 10 BRIARWOOD WAY (APPL. No. 2016-0061)**

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**PASSED: 6/0/1**  
**RESOLUTION 2016-0063.**

Chair Mates noted the item could be appealed within 10 calendar days.

**PUBLIC HEARING**  
**1500 RALSTON AVENUE**

Chair Mates confirmed that no one on the Commission had ex-parte communications on this project, several commissioners had visited the site, no conclusions were made.

Community Development Director, de Melo summarized the staff report introducing Historical Consultant, Richard Brandi. Mr. Brandi provided historical background information on the Ralston Hall project dating back to 1853 responding to questions of the Commission as well.

Notre Dame De Namur University applicant and President, Judith Maxwell Greig along with a team of associates provided additional information to the commission. Ms. Greig thanked staff and the community for their support of the preservation and restoration of the building.

Denny Lawhern from the Belmont Historical Society spoke in full support of the project. Having no other requests to speak on this item, Chair Mates closed the Public Hearing.

Commission discussion ensued.

**ACTION: ON A MOTION BY COMMISSIONER GOLDFARB SECONDED BY COMMISSIONER SIMPSON TO MOVE THE RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BELMONT APPROVING A CERTIFICATE OF APPROPRIATENESS FOR THE RALSTON HALL RENOVATION PROJECT FOR NOTRE DAME DE NAMUR UNIVERSITY (NDNU) AT 1500 RALSTON AVENUE (APN'S: 044-360-070, 100 & 120)**

**PASSED: 6/0/1**  
**RESOLUTION 2016-0064**

Chair Mates noted the item could be appealed within 10 calendar days.

**ADJOURNMENT at this time, being 7:55 PM**

Colleen Turning  
Recording Secretary

Meeting televised and web streamed.  
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